

Fall 9-2-1983

Letter From Athletic Council Chair re Revised Athletic Council Operating Procedure

Academic Senate
Illinois State University

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MEMORANDUM

Date: September 2, 1983
To: Dr. Robert Ritt
Academic Senate Chairperson
From: Robert C. Duty
Athletic Council Chairperson
SUBJECT: Revised Athletic Council Operating Procedure

The Academic Council met on Wednesday, August 31, 1983, and passed the revised Athletic Council Operating Procedure.

Changes that have been made on this 1983 document compared to the 1980 document which is on file in the Academic Senate office are as follows:

page 1 - I. Membership - this part has been changed to reflect the changes in the administrative staff such as Associate Athletic Director.

I.E. Ex officio Members - Again the wording has been made to reflect the change in name, e.g., the Associate Director.

I.G. The Faculty Representative - Here the wording has been changed to incorporate the newly created position of Alternate Faculty Representative.

II.A. General Responsibilities - A wording change has occurred to incorporate the to whom the Athletic Council should serve. Also, the last lines have been changed to show where the President shall delegate management functions of the Athletic Council.

II.B. Specific Advisory Duties - In this area we have tried to be more specific in what these duties are which should make the document more informative for future Academic Council members.

If you have any questions about this document, please feel free to contact me at any time.

Sincerely,



Robert C. Duty
Athletic Council
Chairperson

RCD:lt

cc: Dan Ghormley
Art Adams, Assistant to the President
Jo Workman, Chairperson of Athletic Council Subcommittee

9.6.83.1

ATHLETIC COUNCIL

Operating Procedures

The Athletic Council is a standing committee of the Academic Senate.

I. MEMBERSHIP

A. The Athletic Council membership shall consist of:

Faculty - 8, non-administrative

Students - 4

Alumni - 2

Athletic Director - ex officio, non-voting

Associate Athletic Director - ex officio, non-voting

President's Administrative Designee - ex officio, non-voting

Coaches - 2 - ex officio, non-voting

One faculty member shall serve as Chairperson, one as the Faculty Representative and another as the Alternate Faculty Representative.

B. Faculty

Faculty shall be appointed by the President in the spring of each year. The term of service shall be three years, beginning July 1 following appointment, the terms to be staggered. With the exception of the Faculty Representatives, each selection of a faculty member to the Athletic Council by the President shall be from a slate, presented by the Executive Committee of the Academic Senate and elected by the Senate, of not less than three times the number of vacancies. As a result of the knowledge, background, and experience necessary for members to make a maximum contribution to the Council, a faculty member should be considered for appointment for two consecutive terms. Faculty members interested in reappointment should declare their interest to the Chairperson of the Academic Senate no later than April of the year in which their term expires. Further, a minimum of three faculty members must be women, and a minimum of three faculty members must be men.

C. Students

Students shall be appointed by the President in the spring of each year. They shall consist of the following: one male athlete, one female athlete, one male non-athlete, and one female non-athlete. Student athletes considered for membership must be included on the eligibility list for a sport. If a sufficient number of male or female athletes do not apply, the highest ranked non-athlete of the same sex shall be included in the selection process. Each selection of a student member to the Athletic Council by the President shall be from a slate, elected by the Senate, of not less than two times the number of vacancies. The selection of this slate of nominees for the Athletic Council by the Academic Senate shall be by the procedures developed by the Executive Committee. As a result of the knowledge, background, and experience necessary for members to make a maximum contribution to the Council, student members should be nominated generally before they are seniors and considered for renomination at the conclusion of each year.

D. Alumni

The members of the Athletic Council who are to serve as the Alumni Representative shall be selected by the Board of Directors of the Illinois State University Alumni Association from a slate of not less than four candidates submitted by the Alumni Director, after consultation with the President. The slate shall consist of two men and two women. The alumnus and alumna receiving majority votes shall be declared elected. The election shall take place at one of the regular spring meetings of the Alumni Board. The term of service shall be three years commencing July 1 following election. The alumni representative may be elected to serve consecutive terms.

E. Ex Officio Members

Individuals holding the positions of Director and Associate Director of Intercollegiate Athletics, President's administrative designee and two coaches shall serve as ex officio (non-voting) members of the Council. One coach shall be elected from and by those coaches reporting to the Athletic Director and one coach shall be elected from and by those coaches reporting to the Associate Athletic Director. These coaches may be elected to serve successive one-year terms.

F. Council Chairperson

The Chairperson of the Athletic Council will be elected from among faculty members of the Council by the entire membership. The Faculty Representatives shall not be eligible to serve as Chairperson. The term of service shall be for one year, commencing on July 1. The Chairperson may be elected to consecutive terms.

G. The Faculty Representative

The faculty Representative and the Alternate Faculty Representative shall be appointed annually by the President and ratified by the Senate whenever a new appointee is named. The Faculty Representative may be appointed to successive terms of service. The Faculty Representative shall represent the interests of the academic community in the athletic program and shall report annually to the President and the Academic Senate in regard to the programs. When required by athletic governance organizations in which the University holds memberships for its athletic programs, the Faculty Representative shall assist in the certification of the eligibility of all athletes in all intercollegiate sports by signing to verify individual and team eligibility.

H. Academic Senators shall not be eligible to serve as members of the Athletic Council.

I. In the event of a vacancy in any of the positions, the vacancy shall be filled in the manner prescribed in A. through H.

J. Beginning of Duties. All persons appointed or elected to the Athletic Council shall begin duties as soon as the Athletic Council is formed, but all terms of membership shall be calculated from July 1, following appointment or election.

II. FUNCTIONS

A. General Responsibilities

The Athletic Council shall serve as an advisory body to the Director of Athletics and the President's Administrative Designee, with primary advisory responsibility to the President, and shall submit all academic policy recommendations to the Academic Senate and/or the President. The Athletic Council shall give advice in the development of budgets and policies governing the Intercollegiate Athletic Program. In doing so, the council shall strive for an athletic program which yields optimum educational benefits for participating athletes, meets the concerns of the university community, alumni and interested public, and maintains a wholesome relationship with other universities. The President shall delegate the management functions of the Athletic Department to the Athletic Director.

B. Specific Advisory Duties

1. The Athletic Council shall serve in an advisory capacity on budget matters. Specifically the council shall review and make recommendations on:
 - a. Annual operating budget
 - b. Student- athletic and service fee
 - c. Corporate Sponsorships
 - d. Other budget matters as needed
2. The Athletic Council shall serve as the liaison body between the Athletic Department and the University Academic Community. Specifically the council shall:
 - a. Be sensitive to and responsive to the academic community's perceptions of athletes as students and to the athletic program in total
 - b. Serve in an advisory capacity in maintaining appropriate standards and regulations governing eligibility for admission, participation, grants-in-aid, and conference/NCAA regulations.
3. The Athletic Council shall be informed of and make recommendations for institutional positions on significant legislative proposals before the NCAA or Conference Governing Bodies.
4. The Athletic Council shall serve in an advisory capacity in the following program areas:
 - a. Schedules - The council shall give annual review to ensure schedules which are competitive, representative and which avoid unnecessary student absences from classes or exams.
 - b. Post Season - The council shall give general policy review of pre or post season competition other than NCAA competition.
 - c. Tickets - The council shall review ticket price policies and distribution.
 - d. Pre-Game-Half Time Activities - The council shall give general policy direction for appropriate activities.
 - e. Participant/Spectator Behavior - The council shall be advisory on all matters related to sportsmanship and appropriate behavior at all athletic events.

- f. Personnel - The council shall review coaching and administrative job descriptions and shall be represented on search committees for major athletic appointments.
 - g. Promotions - The council shall give general policy direction for promotional activity.
 - h. Reduction or Expansion of Sport Offerings - The council shall advise on all matters which involve changes in program direction. To allow for expedient response, in giving advisory counsel to the athletic administration and the President's office, the council shall periodically review an established course of action and statement of criteria to follow.
 - i. Long-Range Planning-Capital Improvements - The council should give advice and direction on program plans and capital improvements.
 - j. Awards - The council shall give general policy review and periodic examination of rules and regulations governing awards.
 - k. Facility and Operation Procedures - When requested, the council shall receive information on program operation procedures and facility.
5. The Athletic Council shall be sensitive to and shall respond to the concerns of the following constituency groups: student-athletes, students, faculty, staff, alumni, community.
6. The disposition of Athletic Council recommendations and studies shall take place in the following manner:
- a. Academic Senate - all academic recommendations or changes in function or structure of the council.
 - b. President's Office - all recommendations requested by this office, plus all matters deemed by the council to be of such importance as to require the attention of this office.
 - c. Athletic Director - all recommendations - but most specifically all recommendations related to the routine operation of the department.
7. The Council Chairperson shall annually forward a summary of Athletic Council actions to the President, Academic Senate, and Athletic Director.
8. It shall be the responsibility of the Athletic Director to publicly post meeting announcements and agenda for Athletic Council meetings